

**CONTINUATION/TENURE REVIEW ACTIVITY SCHEDULE  
FIRST YEAR THROUGH FIFTH YEAR PROBATIONARY  
SERVICE  
SPRING 2022**

Office of the Provost  
*(This schedule is subject to change or modification as necessary)*

**Reminder – System Policy states, “In lieu of the annual performance review in the fourth year, all tenure track faculty shall receive a comprehensive review..”**

**DEADLINE**

No Later Than (NLT)  
January 20

NLT January 21

NLT February 8

NLT February 9

NLT February 21

NLT February 22

NLT March 9

NLT March 10

NLT March 24

**ACTION**

First through Fifth year probationary faculty member submits completed E-Portfolio to Blackboard course.

Blackboard course opens for Department Promotion/Tenure Committee review.

Chair of Departmental Promotion/Tenure Committee posts recommendations to the Blackboard course and provides copy of recommendation to faculty member outside of Blackboard.

Blackboard course opens for Department Chair review.

Department Chair posts recommendations to Blackboard course and provides copy of recommendation to faculty member outside of Blackboard

Blackboard course opens for College Promotion/Tenure Committee review.

Chair of College Promotion/Tenure Committee posts recommendations to the Blackboard course and provides copy of recommendation to faculty member outside of Blackboard.

Blackboard course opens for College Dean reviews

College Dean decides for or against continuation and post the decision in Blackboard course. College Dean notifies the faculty member and the Provost of the decision.